

**TOWN OF SHEFFIELD  
BOARD OF SELECTMEN  
February 16, 2005 - 6:45 P.M.  
BOARD OF SELECTMEN MEETING ROOM**

Board Members Present: Richard J. Kirchner, Chairman  
David D. Macy, Selectman

Others Present: Robert Weitz, Town Administrator  
Michael Ovitt, Tax Collector/Treasurer  
Diane P. Roosa, Recording Secretary

Absent: Janet G. Stanton, Selectman

Chairman Kirchner called meeting to order at 6:45 p.m.

The Board interviewed Melissa Adam for the Part-time Clerk, Treasurer/Collector's position.

**Selectman Macy moved to appoint Melissa Adam as a Part-time Clerk, to the Tax Collector/Treasurer, seconded by Chairman Kirchner. Motion carried unanimously.**

Ms. Adam requested a day to consider before accepting the appointment. The Board agreed to this request.

**Selectman Macy moved to adjourn the meeting, seconded by Chairman Kirchner. Motion carried unanimously.**

Meeting adjourned at 6:53 p.m.

Respectfully submitted,

Diane P. Roosa  
Recording Secretary